

# Join us at UHB



Building healthier lives

# Welcome from our Interim CEO

Jonathan Brotherton



Dear Candidate,

Thank you for your interest in working with us here at University Hospitals Birmingham NHS Foundation Trust (UHB).

Please take some time to read through this application pack to gain a better understanding of our Trust in general, this role in particular, and why UHB is a great place to work.

UHB is one of the largest teaching hospital trusts in England, serving a local, regional, national, and international population. We employ around 22,000 colleagues and are committed to investing in your training, development, health and wellbeing and future career with us.

We see and treat more than 2.2 million patients every year across our four hospital sites - Good Hope, Heartlands, Queen Elizabeth Hospital Birmingham and Solihull Hospital - and through our community services and clinics. We are centres of excellence in many clinical specialties.

But it's not just our patients we invest in at UHB; we also invest in our staff. In fact, we believe we are defined by our people, not the state-of-the-art equipment or facilities we work out of. We have high standards and we want to build healthier lives for patients and our teams, wanting you to enjoy your job, and flourish in it.

To reinforce this commitment, we recently refreshed our values after hearing from over 1,400 colleagues about what made them proud to work at UHB

We will be:

**Kind:** the kindness that people show to each other every day

**Connected:** the connections we build with everyone around us

**Bold:** the ability to be bold in how we think, speak and act

We hope you find this pack useful and look forward to receiving an application from you for this role within our Trust.

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'J Brotherton', written in a cursive style.

Jonathan Brotherton  
Interim Chief Executive Officer

## JOB DESCRIPTION

|                                      |  |
|--------------------------------------|--|
| <b>Job Title</b>                     | Senior Dietitian - Stroke and Older People Dietetic Team |
| <b>Pay Band</b>                      | 6  |
| <b>Department</b>                    | Therapies  |
| <b>Division</b>                      | 3  |
| <b>Reports to</b>                    | Specialist Dietitian and Team Lead                       |
| <b>Professionally Responsible to</b> | Professional Lead for Dietetics                          |

### JOB SUMMARY

- To work with the band 7 team lead to provide a professional nutrition and dietetic service to the stroke and older people service.
- Be a key member of the multidisciplinary team (MDT) and attend MDT meetings where appropriate
- Line manage other Dietetic Assistants
- Work closely with the Dietetic Leads/Specialist Dietitians at UHB to continue to develop the Dietetic Service
- Contribute to the training of Student Dietitians on clinical placement
- Based across Heartlands, Good Hope and Solihull Hospitals

### TEAM/DEPARTMENT STRUCTURE CHART



### KEY SKILLS

- The post holder will be responsible for and support on a day to day basis the provision and requirements of services within dietetics. They will also be an integral member of the Multidisciplinary and Dietetic Teams for the University Hospital Birmingham NHS Foundation Trust.
- To support the provision of service to a speciality using a high level of knowledge, skills and experience as an independent practitioner
- To deliver a high quality, evidence based Nutrition and Dietetic service to specialised areas
- To act autonomously and competently in the management of an adult caseload with a varying degree of nutritional complexity, including managing regional and out of region home tube feeding patients
- To act as an expert nutritional resource within the defined specialist areas and to educate and train dietetic students and other health professionals within the Trust
- To contribute to the Trusts clinical governance programme by taking a lead within a specialist area for audit, development and implementation of evidence based guidelines/protocols and continuing professional development
- To be responsible for training, teaching, preceptorship + clinical supervision of junior staff & students



## KEY RESPONSIBILITIES

- To work as part of the multidisciplinary team providing a dietetic service to inpatients and outpatients under the care of specialist teams. To contribute as required to the multidisciplinary team via ward rounds; case conferences; discharge planning meetings and team meetings as appropriate.
- To obtain relevant clinical information concerning patients medical and social history from a range of sources including medical and nursing notes, other health professionals, the patient and their carer
- To accurately assess patients' clinical needs in a holistic manner using specialised clinical knowledge and skills and a broad range of nutritional assessment skills, measurements and techniques, including dietary analysis software, anthropometric measurement etc.
- To provide specialist dietetic advice to patients and / or carers, taking account of medical, social, emotional, psychological and cultural needs of the patients. To be able to use this complex and sensitive information in formulating individualised dietetic advice.
- To provide appropriate treatment, monitoring and review of patient's dietary needs, involving other agencies when indicated; treatments include therapeutic dietary modification, modified consistency, nutritional supplementation and enteral feeding.
- To provide advice on appropriate use of nutritional products. This advice to include product type, rate and volume to meet patient's individual nutritional requirements.
- To advise medical team on the appropriate prescription of nutritional supplements and enteral feeds for in and outpatients, based on individual clinical assessment. Arrange follow-up and monitoring as required.
- To be familiar with the use of enteral feeding equipment used within the trust and community settling, and to attend annual update sessions to ensure competency is achieved.
- To ensure appropriate supply of nutritional products to wards in accordance with Trust policies.
- To demonstrate empathy and reassure patients and their carers, when appropriate, to continue to reach targets throughout their nutritional treatment.
- To maintain accurate and comprehensive patient records in line with legal and departmental requirements on Trust electronic systems, dietetic records and medical notes and to communicate outcomes to the appropriate disciplines in the form of letters and reports.
- To liaise and communicate effectively with other members of the multidisciplinary team regarding inpatients and outpatients as necessary, advising and negotiating with the team to ensure optimal dietetic care for all patients who require therapeutic diets or nutritional support in hospital or in the community, taking into account the complex and multifactorial nature of the clinical condition and its treatment.
- To advise and liaise with catering staff concerning the dietary needs of patients and work closely with dietetic and catering colleagues on issues such as menu planning, provision of therapeutic diets and initiatives to improve nutrition of patients.
- To ensure patients and carers who are seen by the Dietitian are dealt with in a way that maintains their privacy and dignity and any distressing issues are approached sensitively and professionally.
- To provide home visits to patients if essential, following Nutrition and Dietetic Department home visit policy.
- To contribute to the delivery of training programmes organised by the department for other health professionals including medical team, nurses, ward housekeepers, students and catering staff.
- To contribute to health promotion activities within the Trust as required, eg: talks, displays, posters and health promotion campaigns for staff.
- To develop and distribute appropriate evidence based dietary literature and other resources for patient education.
- To communicate effectively with other members of the dietetic department, using Outlook, using circulation system promptly, attending and contributing to Team Meetings and other department meetings/working groups as appropriate to provide a comprehensive dietetic service.
- To be involved in the collection of statistical information for the Nutrition and Dietetic Department, as required.

- To participate in the appraisal process in line with Trust policy and follow a programme for CPD as drawn up in individual performance review.
- To ensure own practice is up to date and evidence based, and able to demonstrate an awareness of current relevant research through teaching, attending courses, study days, peer review and clinical supervision.
- To undertake mandatory training as required by the Trust.
- To supervise and assist in the professional development of junior dietetic staff.
- To supervise and actively participate in the training of student Dietitians.
- To initiate and participate in dietary assessment and analysis, surveys and research projects as appropriate. To participate in departmental and clinical audit.
- To contribute to the maintenance of professional standards, evidence based practice and the quality assurance and departmental audit programmes, including continuation of Investors in People Standards and implementing the NHS Plan.
- To be contactable by pager or mobile phone during all working hours.
- To participate in 7 day working, when appropriate and requested.
- To comply with the Trust Infection Control Policy and attend infection controls training as required within the department or as directed by your line manager.
- To work in accordance with Trust Health and Safety and Personnel Policies and Procedures.
- To work in accordance with the professional standards set by the British Dietetic Association, the Health Professionals Council and local Trust and departmental policies.
- To support other members of the dietetic team and provide cover in their absence.
- To carry out additional duties requested by the clinical leader or head of service as appropriate to your grade and level of experience.
- To promote the Dietetic Profession both within the Trust and to prospective dietetic students.
- To be professionally accountable for all aspects of own work including the management of patients, taking responsibility for planning and prioritising own clinical and non-clinical workload.

#### **BUDGETARY AND RESOURCE MANAGEMENT**

- To assist and advise the appropriate supply of nutritional products to ward areas in accordance with Trust policies
- To advise the catering department on the provision of nutritionally adequate menus within budgetary constraints.

#### **MANAGEMENT , SUPERVISORY, TEACHING, TRAINING RESPONSIBILITIES**

- To organise and deliver training sessions for groups of patients with specialist dietary needs
- Participate fully in the Appraisal system in line with Trust policy as appraiser
- To be responsible for the clinical supervision, preceptorship and training of junior staff, facilitating their professional development and postgraduate learning. To help develop, implement and evaluate the junior staff's rotational programme
- To take part in the induction of new staff
- To plan and deliver specified sections of the student clinical placement training programme, being responsible for the clinical supervision (both theoretical and practical) of student dietitians as part of the department's national accreditation
- To plan and deliver health promotion activities within the Trust as required e.g. talks, displays, posters and health promotion campaigns for staff

#### **RESEARCH AND DEVELOPMENT**

- To identify, facilitate and be responsible for the development and implementation of evidence based dietetic practice and audit within the area of speciality
- To share the results of audit by producing reports and presenting to the multi-disciplinary team, dietetic colleagues, and where appropriate in wider Therapy and Trust wide Forum

#### **EFFORT**

- Expected to walk and stand for long periods of the working day across the hospital site.
- To carry light loads.

- To use a range of different communication skills; including motivational interviewing, counselling skills, negotiating skills and cognitive behavioural therapy; to help patients achieve their nutritional goals.
- Resilience to meet the increasing and ever-changing demands of the role.
- Resilience and emotional intelligence whilst working with unwell patients and anxious patients/relatives and carers.
- To work in an often stressful environment with patients who may be chronically ill, terminally ill or undergoing long periods of rehabilitation, and to support them and their carers, both nutritionally and emotionally during the course of their disease

#### TRUST VISION & VALUES

The Trust is clear on its vision and values and aims to make sure that they are reflected in all areas of activity. Our vision is simple; building healthier lives. Our values apply to every member of staff and help us in all we do and how we do it. They are:

**Kind:** The kindness that people show to each other every day

**Connected:** The connections we build with everyone around us

**Bold:** The ability to be bold in how we think, speak and act

#### ADDITIONAL INFORMATION

This job description is designed to assist post holders with understanding what is expected of them in their role. University Hospitals Birmingham NHS Foundation Trust may ask them to undertake other duties, as required, which are not necessarily specified on the job description but which are commensurate with the grade of the post.

The job description itself may be amended from time to time in consultation with the post holder, within the scope and general level of responsibility attached to the post.

All post holders must take responsibility to ensure that they are aware of and adhere to all Trust policies, procedures and guidelines relating to their employment regardless of their position within the Trust.

Last Updated: Jan 2023

## PERSON SPECIFICATION

| <b>JOB TITLE: Band 6 Stroke and Older People Dietitian</b>   |  |
|--|--|
| <b>TRAINING, QUALIFICATIONS AND PROFESSIONAL REGISTRATIONS</b>   |  |
| <b>ESSENTIAL</b>   | <b>DESIRABLE</b>   |
| <ul style="list-style-type: none"> <li>- Appropriate Degree in Nutrition and Dietetics or equivalent</li> <li>- Health and Care Professions Council (HCPC) registration as Dietitian</li> </ul>  | <ul style="list-style-type: none"> <li>- Member of BDA</li> <li>- Member of BDA specialist interest group</li> </ul>   |
| <b>EXPERIENCE &amp; KNOWLEDGE</b>  |  |
| <b>ESSENTIAL</b>   | <b>DESIRABLE</b>   |
| <ul style="list-style-type: none"> <li>- Demonstrates clinical experience enabling the post holder to manage a caseload of patients with complex needs in this speciality. This would usually be approximately 12 months</li> <li>- Sound knowledge of Clinical Dietetics</li> <li>- Knowledge of different types of Nutritional support</li> <li>- Demonstrates interest/enthusiasm in relevant clinical areas</li> <li>- Ability to work as part of a multidisciplinary team and dietetic team</li> <li>- Teaching skills including supervisory skills for student training</li> <li>- Demonstrates an understanding of audit, clinical effectiveness and its importance in the provision of a quality service</li> <li>- Demonstrates an awareness of local needs, e.g. ethnic minority and low income groups</li> </ul>                        | <ul style="list-style-type: none"> <li>- Experience of clinical audits and/or research</li> <li>- Communications skills training or counselling skills training</li> </ul> |
| <b>SKILLS &amp; ABILITY</b>  |  |
| <b>ESSENTIAL</b>   | <b>DESIRABLE</b>   |
| <ul style="list-style-type: none"> <li>- Excellent interpersonal skills- including observation, listening and empathy skills</li> <li>- Excellent communication skills- written, verbal, one to one and group settings. Ability to work with interpreters and use visual aids</li> <li>- Excellent team worker and ability to form good working relationships</li> <li>- Understanding of multidisciplinary team</li> <li>- Excellent presentation skills and teaching skills with evidence of presentations to groups.</li> <li>- Confident - but recognises limitations</li> <li>- Demonstrates excellent organisational and time management skills</li> <li>- Motivated to develop post and show initiative</li> <li>- Flexible in working across sites</li> <li>- Able to work in line with HCPC standards and BDA code of conduct.</li> </ul> |  |

|   |                  |
|---|------------------|
| <ul style="list-style-type: none"> <li>- Reliable, conscientious and flexible</li> <li>- Ability to prioritise own workload</li> <li>- Ability to manage busy workload and to be committed and be capable to work across sites</li> <li>- Able to work with minimal supervision</li> <li>- Able to achieve deadlines</li> <li>- Enthusiasm and motivation to work in specialism</li> <li>- Enthusiasm and motivation to work at UHB</li> <li>- Enthusiasm and commitment to train student Dietitians and others</li> <li>- Commitment to CPD</li> </ul> |                  |
| <b>OTHER SPECIFIC REQUIREMENT</b>   |                  |
| <b>ESSENTIAL</b>  | <b>DESIRABLE</b> |
| <ul style="list-style-type: none"> <li>- Computer literacy</li> <li>- Able to contribute to 7 day and extended hours service provision as appropriate</li> <li>- Able to meet the travel requirements of the post i.e. where off site travel is required e.g. for home visits, frequent travel between sites etc, it is essential to possess a full car driving licence</li> </ul>  |                  |