East Sussex Healthcare NHS
NHS Trust

Job Description

Job Ref:	15-089-CNB
Job Title:	**Consultant Diabetes Dietitian**
AfC Pay Band:	Band 8a
Number of hours:	37.5
Clinical Unit:	Out of Hospital
Department:	Nutrition & Dietetics
Location:	Base EDGH – Cross-site working is an essential part of this post
Accountable to:	Clinical & Operational Lead Nutrition & Dietetics
Reports to:	Clinical & Operational Lead Nutrition & Dietetics

Job dimensions & responsibility for resources	
Budgetary & Purchasing, Income generation	Budget: To have budgetary responsibility for the Diabetes element of the dietetic services, ensuring that the services are delivered within the financial envelope allocated. Authorised signatory for: stock and consumables, timesheets, travel. Responsible for the security, care and maintenance of diabetes dietetic equipment.
Staff	Staff (wte):direct line management of 1.0 band 6 dietitian Clinical supervision of 5.0WTE Band 5 dietitians, 1.0 Band 6 Dietitian, 8a Clinical & Operational lead & Lead paediatric Diabetes Dietitian Provides regular clinical supervision to the staff within service/professional group including other extended scope practitioners in diabetes. Responsible for the appraisals of the diabetes dietetic staff. Responsible for the clinical leadership for all staff within their service/profession. Responsible for the development, coordination, monitoring and maintenance of standards and quality of patient care within their service/professional group and support staff in achieving this.

Information Systems	Enter and update patient information on departmental, Trust, countywide and National systems, gather and report activity data and share in accordance with relevant legislation and Trust information governance guidelines.
Job purpose	• To work as a consultant Dietitian, to advise on diabetes care services across East Sussex. • To work as a Professional/Service Lead for the diabetes dietitians within ESHT, being accountable for the development, coordination and delivery of the service within the financial resources attributed to the service • To provide expertise in the assessment, diagnosis and treatment of clients referred to the paediatric diabetes service, level 4 adult diabetes service and level 3 community diabetes service and provide second opinions across East Sussex to clients with complex diabetes associated problems across, Eastbourne Hailsham and Seaford and Hastings and Rother CCG's. This will include negotiation and liaison with other Trusts and outside agencies, e.g., Social Services, voluntary organisations, Schools, Universities, workplaces and Diabetes UK. • To initiate, coordinate and publish clinical research including regional, national and international multi centre trials, within the field of diabetes care with the aim of improving service efficiency and effectiveness. This will involve presenting at conferences regionally, nationally and internationally. • To provide expert professional advice and consultancy within specialist field of adult or paediatric diabetes for dietitians and other professionals across the trust. • To hold a complex caseload and provide expertise in the areas of paediatric or adult diabetes (depending upon area of expertise) including advice, assessment, treatment and training including insulin dose adjustments, carbohydrate counting and structured education. • To act within an extended scope as a Diabetes Educator • To initiate, develop and interpret national, regional and local policies including development, coordination and revision of standard operating procedures and care protocols /pathways which may extend beyond own profession and organisational boundaries. • To take a lead role in the development and delivery of specialist education / training packages and resources for Registered Dietitians and other professionals working within diabetes across the trust, this will include developing informal partnership/ collaborative arrangements with nursing and other staff e.g. ASC • To offer expert advice on service planning and development and implementation, and to be proactive working with HEi, recognised regional / national bodies and commissioners to ensure the Trust develops and delivers excellent care in line with best practice guidelines. • To be the strategic link between practice, the professional body, academic and research institutions within the specialist field of diabetes and any broader aspects of dietetics as required. • To ensure the development and articulation of best practice in diabetes. To ensure colleagues within profession and from other professions co-operate with the development of best practice • To have day to day responsibility for running the diabetes element

	of the dietetic service including providing appraisal and clinical/ management supervision.

Department Structure
Please include or attach a department structure which shows this job and those which are above and (if any) below it, by job title. Indicate this job by highlighting or placing a box around it.

Communications and Working Relationships		
With Whom:	Frequency	Purpose
Patients / clients	Daily	Direct client care, also to act as an expert and specialist second opinion for colleagues.

Relatives / carers	Daily	Provide advice, support and information
Clinical & Operational lead in Nutrition & Dietetics	Weekly	Receive management supervision, work planning, advice and support. Raise issues around service provision
AHP Lead / General Manager	as required	To provide assurance of service provision and highlight exceptions.
Staff in team	As required	Professional advice, clinical supervision, management, training and support
Undergraduate and post graduate training centres e.g. University of Brighton staff	as required	Liaise on training requirements and provision
External agencies e.g. Other Tusts, statutory and voluntary agencies, GP's, Social Services	as required	Liaise on provision of services and professional issues
Professional bodies and networks within professional groups nationally	as required	Exchange information and update knowledge. Contribute to the development of professional guidelines and policy development
Trust consultants and other clinical staff, nursing and other professions	as required	Provide expert advice on patient care / management and professional issues. Receive clinical supervision from senior consultant within appropriate pathways

Key duties and responsibilities

Clinical Practice

- To practice independently as a regional expert dietitian in diabetes providing dietetic assessment, treatment and advice regarding diabetes management, ensuring full patient and their family involvement, underpinned by a broad range of highly specialist knowledge and experience.
- To provide high quality, highly complex nutritional and dietetic advice in order to contribute to the care of patients with Diabetes enabling them to make informed choices about their health related behaviours. This will involve calculation of nutritional requirements, assessment of oral intake, lifestyle and barriers to change; and interpretation of biochemical and anthropometric measurements, as well as considering social and cultural needs. The outcome of the dietetic consultation will be a patient specific nutrition action plan.
- To use expert knowledge to inform sound clinical judgements for case management
- To have expert knowledge and skills in carbohydrate counting and insulin dose adjustments for patients with Type 1 diabetes.
- To be clinically accountable and responsible for the diabetes dietetic service.
- To provide consultancy to others regarding the management and care of patients/clients with diabetes across the two hospital sites within ESHT and

community settings in Hastings & Rother, Eastbourne, Seaford and Hailsham, where second opinions are requested.

- To provide appropriate expert advice to wider medical team regarding intervention and treatment options including evaluating outcomes
- To demonstrate clinical expertise by use of evidence based practice and outcome measures, thereby ensuring that practice is continually updated
- To adapt practice to meet individual patients' circumstances, including due regard for cultural and religious beliefs
- To be accountable for own professional action and recognise own professional boundaries through interpretation of clinical/professional policies
- To initiate, develop, implement and work within defined departmental and national protocols/policies and professional code of conduct to ensure quality of care
- To demonstrate the ability to reflect on different aspects of client's communication including non verbal communication and to identify appropriate strategies to facilitate and enhance communicative effectiveness including motivational interviewing and Cognitive behavioural therapy techniques
- To represent the clinical specialty as part of a multi-disciplinary/inter-agency team
- To provide consultancy to non-specialists, specialists and other professionals within clinical field including medical team.

Leadership

- To line manage all staff within the diabetes aspect of the service providing professional leadership, appraisal and supervision
- To demonstrate a breadth of knowledge and experience in the paediatric and adult field in order to support members of the whole team
- To represent nutrition & dietetics in regional and national forums and play a significant role in service developments, in relation to diabetes alongside the multidisciplinary team and other colleagues.
- To be the operational lead for the day to day delivery of the diabetes dietetic team.
- To supervise and appraise the work of other expert, highly specialist, specialist and generalist dietitians within the Out of Hospital clinical unit
- To demonstrate advanced skills in dealing with complex issues to generate strategies for caseload and workload management of self and others where necessary in conjunction with other teams / agencies
- To facilitate the prioritisation of the diabetes dietitians caseloads
- To manage and prioritise own highly complex caseload independently consisting of adult and paediatric diabetes patients.
- To co-ordinate and participate in student placements up to final exam level within clinical specialty.
- To facilitate the development of others' problem-solving/negotiation skills
- To support staff to implement team objectives and projects
- To manage the recruitment of new members of staff in diabetes and facilitate the induction process.
- To initiate and coordinate the workforce development plan for the diabetes team within the nutrition & dietetic services.
- To provide professional support to the diabetes dietetic team
- To professionally advise and assure the quality of student placements for their profession within the organisation
- To manage the timetabling of staff across the service to ensure appropriate levels of service are achieved
- To act as an external assessor for the recruitment of staff in other organisations when appropriate
- To deputise for the Clinical & Operational Lead for Nutrition & Dietetics as required.

Professional Development

- To liaise with appropriate professional bodies and regional / national dietetic managers, to ensure nutrition & dietetic team are up-to-date on new professional issues and evidence based practices
- To identify own personal/professional development evidenced by Personal Development Plan/ Professional Portfolio developed within an appraisal framework
- To attend relevant training and development in order to maintain skills and knowledge required of a diabetes educator and maintain up to date HCPC and BDA registration.
- To liaise with other experts in diabetes on professional issues relating to clinical practice, service development and research as required.
- To fulfil specific objectives relating to clinical specialty, set at appraisal
- To demonstrate the ability to reflect on practice on own and with peers/clinical supervisor and identify own strengths and development needs
- To keep up to date with new techniques and developments for the promotion and maintenance of good practice within adult and paediatric diabetes and ensure these are facilitated across team
- To work with all levels of staff within their profession/service, providing advice, developing and implementing policy and training initiatives so that they may develop and change their delivery if patient care in line with evidence based practice
- To initiate, co-ordinate and monitor the diabetes dietitians team learning objectives and delivery plans

Teaching/Training/Research

- To hold overall responsibility for initiating and implementing diabetes research project management including academic and clinical research, complex audit and service evaluation, with colleagues within and across the service and where appropriate across organisational / professional boundaries. This includes publications and presentations regionally, nationally or internationally.
- To hold overall responsibility for the delivery and evaluation of a regular programme of specialist diabetes dietetic teaching / training on a range of topics, both within and outside own department, across organisational / professional boundaries including nurse training programmes
- To hold overall responsibility for the educational programmes for students within area of clinical expertise including post graduate trainee programmes ensuring they acquire the necessary clinical / research skills and competencies to masters level
- To act as a supervisor for masters students undertaking research / competencies.
- To represent the team within local / regional clinical governance forums
- To employ excellent presentation skills to promote multi disciplinary and interagency liaison and collaborative practice to broad range of audiences,
- To maintain up to date evidence based practice in clinical specialism and disseminate same to colleagues and peers within and outside of employing Trust
- To initiate, coordinate and implement the development of clinical guidelines, informed by evidence
- To be involved in the development of the profession including at regional and national level.
- To develop and maintain academic links with HEIs including lecturing at undergraduate and post-graduate level and to giving presentations at conferences, at a national and possibly international level.

Financial and Physical Resources

- To have budgetary responsibility for the diabetes element of the nutrition & dietetic service, ensuring that the services are delivered within the financial envelope allocated.
- To monitor stock levels in own service area and request new equipment as

appropriate
- To be responsible for the security, care and maintenance of equipment

Policy and Service Development

- As the most senior diabetes dietitian within the Trust to initiate, develop and interpret national, regional and local policies including development, coordination and revision of standard operating procedures and care protocols /pathways which may extend beyond own profession and organisational boundaries.
- As the most senior role with the diabetes dietetic service, to take sole responsibility for the development of objectives or projects across all aspects of diabetes and to support peers in its implementation and monitoring through to delivery.
- To be responsible for identifying and reporting shortfalls to Clinical & Operational Lead.
- To initiate and coordinate service development initiatives and the implementation resulting from NICE, NSF's and clinical service reviews.
- To initiate and develop appropriate referral pathways based on evidence based practice across service areas ensuring they enable smooth transition of clients between services
- To contribute to interagency/multi-disciplinary team building and policy development, assuming a lead where appropriate
- To use expert knowledge to inform service/policy developments, having regard for the effect of these changes on other agencies and departments
- To negotiate with other agencies around service issues, caseload management, etc
- To lead and ensure principles of Clinical Governance are applied to professional practice across the service area

Admin/Monitoring/Auditing

- To maintain up to date and accurate case notes in line with dietetic professional standards and local trust policies
- To ensure that staff within the service area understand and maintain required standards of case notes and record keeping in line with dietetic professional standards and local trust policies
- To share information with others, observing data protection guidelines
- To gather activity data accurately and regularly, ensuring the provision of such information promptly within local Trust guidelines
- To monitor and evaluate all areas of service delivery and provide progress reports
- To monitor own and others' service delivery and report to relevant manager.

Communications

- The post-holder will be required to represent the interests of Nutrition & Dietetics within the Out of Hospital Clinical Unit, attending patient safety and governance meetings as and when required.

- The client group for this post may barriers to understanding/communicating which require excellent communication skills.

- The post-holder will need to apply cognitive behavioural therapy skills including motivational interviewing in order to overcome emotional barriers and facilitate dietary change.

- In addition, the post-holder will be required to communicate complex condition-related and professional information with: clients, parents/carers, health professionals, education professionals, Social Services, Voluntary Services, and the public

This will frequently involve:

- Advanced, highly-developed negotiation and influencing skills e.g. in the management of conflict, complaints or implementing service changes
- Motivating skills e.g. supporting clients under stress or who have challenging communication difficulties
- Use of empathy in working with members of the team, clients and parents/carers who may be under stress

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General Duties & Responsibilities applicable to all job descriptions

- To be familiar with and adhere to the policies and procedures of the Trust.
- To achieve and demonstrate agreed standards of personal and professional development within agreed timescales.
- To participate fully in the performance and development review (appraisal) process and undertake Continuing Professional Development as required.
- To participate in surveys and audits as necessary in order to enable the Trust to meet its statutory requirements.
- To be aware of the Trust's emergency planning processes and follow such processes as necessary, in the event of an unexpected incident.
- This job description is not exhaustive. Staff may be required to undertake any other duties at the request of the line manager, which are commensurate with the band, including project work, internal job rotation and absence cover
- To manage the process in SLT for responding to complaints /concerns /risks/ incidents

Working Environment:

*Only elements which are a **frequent or regular** part of the role should be ticked.*

Driving	**X**	Lifting		Verbal aggression	**X**
Use of PC/VDU	**X**	Physical support of patients		Physical aggression	X
Bending/kneeling		Outdoor working		Breaking unwelcome news to others	**X**
Pushing/pulling		Lone working	X	Providing **professional** emotional support	X
Climbing/heights		Chemicals/fumes		Dealing with traumatic situations	X
Repetitive movement		Contact with bodily fluids	X	Involvement with abuse cases	X
Prolonged walking/running		Infectious materials	X	Care of the terminally ill	X
Controlled restraint		Noise/smells	X	Care of mentally ill & challenging patients	**X**
Manual labour		Waste/dirt		Long periods of concentration i.e. hours	X
Food handling	**X**	Night working		Working in confined spaces (eg roof spaces)	

Statement

1. This job description will be agreed between the jobholder and the manager to whom he/she is accountable. It may be reviewed in light of experience, changes and developments.

2. The information being handled by employees of East Sussex Healthcare NHS Trust is strictly confidential. Failure to respect the confidential nature of this information will be regarded as a serious breach of regulations, which will result in action under the Disciplinary Procedure, including possible dismissal. This includes holding discussions with colleagues concerning patients in situations where the conversation may be overheard. It is the employee's personal responsibility to comply with the Data Protection Act.

3. It is the employee's responsibility to ensure all records (computerised or manual) are accurate and up to date, and that errors are corrected or notified as appropriate.

4. It is the manager's role to monitor and assure the quality of any data collected or recorded by or in his/her area of responsibility.

5. Employees must take reasonable care, and be aware of the responsibilities placed on them under the Health & Safety at Work etc. Act (1974) and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.

6. All members of staff must be aware of their responsibilities under the Freedom of Information Act 2000.

7. In addition to any specific responsibility for risk management outlined in the main body of this job description, all employees must ensure they are aware of the key responsibilities applicable in relation to risk management as identified in the Trust's Risk Management Strategy.

8. All staff will note the Trust's responsibilities under the Civil Contingencies Act 2004, and NHS Major Incident Plans Guidance (DoH 1998 and 2004)

9. All employees are responsible for ensuring they attend the relevant mandatory training as identified in the Trust's Education Strategy and as agreed with their manager/supervisor.

10. It is the employee's responsibility to ensure they follow the latest version of all policies and procedures which apply to them.

11. For posts which involve contact with patients, it is required that the postholder receives satisfactory clearance from the Disclosure and Barring Service.

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Person Specification	
Job Title: Consultant Diabetes Dietitian	Grade: Band 8a
Department: Nutrition & Dietetics	Date: February 2016

*Assessed by: A= Application I= Interview R= References T= Testing C = Certificate

Minimum Criteria	*	Desirable Criteria	*
Qualifications Degree in Dietetics Postgraduate study to Masters level HCPC registered British Dietetic Association member Completion of postgraduate specialist courses Competent in carbohydrate counting and insulin dose adjustment		Training or experience in management Specialist NHS training in management skills (e.g. recruitment & selection) PhD level study	
Experience Extensive experience (at least 10 years) of working as a Registered Dietitian in either adult or paediatric Diabetes Active member in national clinical groups Significant experience of initiating and coordinating policy / practice/ service development in specialist area Service re-profiling and re-design / change management Developing, interpreting and implementing national and local policies Experience of negotiating with NHS managers, professional colleagues & other agencies in implementing service developments		Experience of presenting at regional / national / international conferences Experience of NHS management tasks (e.g. supervising clinical staff; recruitment & selection)	
Skills / Knowledge / Abilities		Experience of managing highly	

Expert knowledge of tools and techniques used within specialist area Knowledge of all National Service Framework guidelines, NICE guidelines and other regional and National policies for the area of specialty, and their implications for clinical practice & professional management Experience of initiation, design & implementation of local, regional and national policy for dietetic services To have advanced communication skills including CBT & interpersonal skills Ability to develop, implement, manage, evaluate & carry out highly complex dietetic assessment within the specialist area that necessitate the application of empathy and the ability to interpret & communicate highly complex & sensitive information Ability to initiate, coordinate and implement research programmes including design & use of databases, spread sheets & specialist research methodologies Evidence of continuing professional development as required by HCPC Ability to contain & work with organisational stress Ability to hold the stress of colleagues & other relevant persons Ability to manage hostility, aggression, potential violence or manipulation from patient and / or carers Ability to manage rejection of unwelcome information where there are significant barriers to acceptance and the ability to overcome cultural, knowledge based or cognitive barriers to understanding Ability to cope with continual exposure to distressing & highly emotional situations Ability to cope with physical requirements of job (work in dept., at bedsides, in patients' homes, at community clinics etc) Current full driving licence & use of a car Ability to cope with physical demands of		specialist staff (band 7 and above) Experience of managing highly complex issues including ethical considerations Evidence of published research in peer review journals Evidence of presentations at conferences local, regional or national	

working with children.			
Other Highly developed negotiation and problem-solving skills in complex situations and an ability to facilitate these skills in others Ability to work in highly pressured environments Reliable work record Ability to meet travel requirements of the post in a cost effective and timely manner Good personal time management, punctuality and consistent reliable attendance Willingness to work flexibly including some evenings Highly motivated Enhanced DBS clearance			

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Managers Signature Date

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Postholder's signature Date