

# Acute Dietitian Candidate Pack



## Job Summary

*\*\*This summary has been generated using AI to provide a clear and accessible overview of the role. It is intended to support candidates who may find the full job description harder to read, such as those who are neurodiverse, have learning disabilities or lower literacy levels. Our goal is to make the application process more accessible and inclusive for everyone.\*\**

### AI PROMPT

Hi CoPilot, I'm working on a new job description pack for candidates and I want to include a brief summary of the role at the start of the pack. The summary should be clear, concise and consist of no more than 5 or 6 bullet points. The language used should be easy to understand, and should be aimed at an average reading age of 11 years. Using this information, and the below job description, can you please write the brief summary to include in my job pack? Do not include emojis or bullet points in your response, as I need to be able to copy and paste it into a Word document.

## Job Description

<b>Job title:</b>	Acute Dietitian
<b>Grade:</b>	5
<b>Site:</b>	The Princess Royal Hospital, Telford
<b>Accountable to:</b>	Centre Manager and Head of Profession
<b>DBS required:</b>	Yes – Enhanced

## Post purpose

1. To assess, diagnose/interpret and manage own caseload of complex patients as an autonomous practitioner in accordance with Professional Code of Conduct and Health and Care Professions Council Regulations.
2. To work under the supervision and guidance of senior Therapists.
3. To work flexibly as part of the cover arrangements within the Therapy Centre as required. The postholder will only be asked to work within their competencies and should be aware that notification of the need to move to a different clinical area may be communicated with little notice to ensure the safety of the service.
4. The post holder will work in close co-operation with colleagues to deliver a cohesive service that is led by user need ensuring high quality of patient care, optimal patient flow and safe timely discharges.
5. To have highly effective communication skills and demonstrate these on a continual basis with patients, carers, colleagues and the wider Multi-disciplinary Team (MDT)

6. To undertake audit and research projects as appropriate to the role.
7. To use the Trust values at all times as a framework for own behaviour and encourage others to do likewise, ensuring the values underpin all that is done by the Therapy teams.

## **Main Responsibilities**

### **Clinical**

1. The post holder will work as an autonomous practitioner to perform nutritional assessments of adults of all ages and diverse backgrounds. To use clinical reasoning to diagnose/interpret and then develop, deliver and adapt individualised treatment plans for patients within a clinical area.
2. To accept clinical responsibility for a caseload of patients with support from senior staff and to organise this caseload efficiently and effectively
3. To work closely with all appropriate multidisciplinary (MDT) teams and agencies to maximise safe and timely patient flow.
4. To assess patients/families/carers understanding of treatment offered, gain consent and have the ability to work within a legal framework with patients who lack capacity as outlined in the Trust's Consent guidelines.
5. To participate if required in the collective Therapy Centre out of hours / weekend and major incident response rota providing high quality patient care and specialist advice to medical and nursing staff.
6. To consult with the appropriate senior member of staff for advice regarding the management of complex patients or difficult issues.
7. To ensure that contemporaneous treatment records and activity data are maintained in accordance with Trust and Professional standards.
8. To manage own caseload and time effectively and efficiently responding appropriately to frequent changing demands, and unexpected urgent priority changes
9. To maintain a professional portfolio for continuing professional development to demonstrate clinical competencies and compliance with Trust policies and Professional code of conduct.
10. To participate in the Trainee practitioner educational programme as appropriate.
11. To participate in audit and collect outcome data activity as part of the Therapy Centre audit plan.

12. To adhere to Trust and Professional policies and procedures regarding own practise and contribute to their ongoing development and review.
13. To ensure all aspects of clinical governance are dealt with effectively and efficiently e.g. Datix reports are completed when required, patient complaints are processed in a timely manner and all mandatory training is completed when required
14. To propose service improvement for own service area.
15. To work collaboratively with the Centre Management team to deliver service improvement.

## **Decisions, Judgements and Freedom to Act**

1. The post holder will use analysis and judgement to assess, diagnose/interpret and implement treatment programs.
2. To access supervision / appraisal in line with the Trust / Therapy Centre structure and appraisal framework.
3. To delegate to, and supervise the work of the Therapy Support workers
4. To work as an integral member of the MDT, determining a patient's readiness for discharge and future therapy management plan.
5. To be professionally accountable for own actions and be aware of professional boundaries.
6. To seek advice and support from senior staff and refer patients as necessary.

## **Communication and Relationships**

1. To communicate complex information to users of the service and their carers, regarding their condition and treatment options, at times conveying contentious and sensitive information where there are barriers to understanding / communication.
2. To develop and maintain effective communication, feedback and engagement with colleagues including those within the wider healthcare economy.
3. To communicate effectively when on Board rounds and in MDT meetings ensuring the accuracy of information given and received.
4. To produce timely and accurate reports and including discharge summaries for GPs and referring agencies.



5. The postholder will communicate with members of the public through careers events and promotional activities presenting a Professional image of the Therapy Centre and the Trust at all times.
6. To develop and maintain adequate IT skills to support communication requirements

## **Systems and Equipment**

1. To use appropriate equipment within the remit of the post adhering to agreed instructions and /or manufacturers guidelines.
2. To undertake annual Trust and professional statutory training to maintain competency in the safe use of all equipment and to keep records of attendance.
3. To acquire the competencies to train / demonstrate the safe use of equipment to patients, carers and staff.
4. To acquire a robust understanding of the Trust Cardiac arrest and emergency procedures and to understand the Therapy role.
5. To keep up to date with new developments in equipment and technology in order to maintain own competence levels and advise others.
6. To demonstrate the safe use of equipment loaned to patients, ensuring documentation is complete and instructions given.

## **Working Conditions and Physical, Mental and Emotional Demands**

1. To perform tasks involving the handling of loads such as feed and supplements on a frequent and repetitive basis as applicable to the role.
2. The workload is frequently complex and challenging, and is usually delivered under significant time constraints.
3. The post holder will be imparting unwelcome or sensitive news on a frequent basis, regarding treatment outcomes, rehabilitation prospects or condition deterioration.
4. To develop and maintain an ability to cope with and prioritise many unexpected work demands and deadlines.
5. To develop competencies in handling complex issues relating to the management of people who are exhibiting distressed or unpredictable behaviour.
6. Frequent periods of concentration are required e.g. to record accurate patient information or to analyse patient data.

7. The post holder may be exposed to unpleasant working conditions.

## Person Specification

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"><li>• Degree or equivalent in Dietetics</li><li>• Registered with Health and Care Professions Council</li></ul>	<ul style="list-style-type: none"><li>• Member of the BDA</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Broad range of Learner placements or postgraduate experience in the NHS</li></ul>	<ul style="list-style-type: none"><li>• Experience of working with general public</li><li>• Experience of working as a band 5 Dietitian</li></ul>
<b>Knowledge and skills</b>	<ul style="list-style-type: none"><li>• Evidence of Continuing Professional Development maintained in a Portfolio including evidence based practice.</li><li>• Good written and verbal communication skills,</li><li>• Organisation, planning, prioritisation and decision making skills</li></ul>	<ul style="list-style-type: none"><li>• Ability to Carry out and interpret anthropometric measurements</li></ul>

	<ul style="list-style-type: none"> <li>• Flexibility and reliability</li> <li>• Ability to use own initiative appropriately</li> <li>• Empathy</li> <li>• Able to work as a team and build a relationship with patients, carers and other staff</li> <li>• Motivational skills</li> <li>• Good listening skills</li> <li>• Relevant IT Skills</li> <li>• Ability to work under pressure and meet deadlines</li> <li>• Ability to cope with working in a stressful environment, including emotional or aggressive patients and carers.</li> </ul>	
<b>Other</b>	<ul style="list-style-type: none"> <li>• Ability to meet the travel requirements of the post.</li> </ul>	

## General conditions

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

## Health & Safety

As an employee of the Trust you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work;
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to;
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety.

## Infection Prevention and Control

The prevention and management of acquired infection is a key priority for the Trust. Any breach of infection control policies is a serious matter which may result in disciplinary action. As an employee of the Trust you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself;
- be aware of infection prevention and control policies, practices and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and staff;
- maintain an up to date knowledge of infection prevention and control, policies, practices and procedures through attendance at annual mandatory updates and ongoing continuing professional development;
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy).



## Information Governance

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently and effectively. You are required to comply with the Trust's Information Governance policies and standards. Failure to do so may result in action being taken in accordance with the Trust's Disciplinary Procedure.

- **Confidentiality and Security** - Your attention is drawn to the confidential and sensitive nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.
- **Disclosure of Information** - The unauthorised use or disclosure of information relating to the Trust's activities or affairs, the treatment of patients or the personal details of an employee, will normally be considered a serious disciplinary offence which could result in dismissal. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment. Unauthorised disclosure of any of this information may be deemed as a criminal offence. If you are found to have permitted the unauthorised disclosure of any such information, you and the Trust may face legal action.
- **Information Quality and Records Management** - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

## Professional Standards and Performance Review

As an employee of the Trust you have a responsibility to:

- participate in statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct;
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates;
- participate in the Trust's appraisal processes including identifying performance standards for the post, personal objective setting and the

creation of a personal development plan in line with the KSF outline for the post.

## **Safeguarding Children and Vulnerable Adults**

We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the relevant authorities. The Sharing of Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

- As an employee of the Trust you have a responsibility to ensure that:
  - you are familiar with and adhere to the Trust's Safeguarding Children procedures and guidelines.
  - you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

## **NHS Sexual Safety Charter**

The Trust is committed to ensuring that all employees work in an environment that is safe, inclusive, and free from sexual misconduct, harassment, and discrimination. As a signatory to the NHS Sexual Safety Charter, the Trust upholds a zero-tolerance approach to sexual harassment and supports anyone affected by inappropriate behaviour. In accordance with the Workers Protection (Amendment of Equality Act 2010) Act 2023, the Trust has a statutory duty to take reasonable steps to prevent sexual harassment of its employees. All staff, are required to treat others with dignity and respect at all times and to cooperate with Trust policies, procedures and training designed to maintain a culture of safety, professionalism, and mutual respect.

## **Social Responsibility**

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

## Continuous Improvement

The Shrewsbury and Telford Hospital NHS Trust aims to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

To support this, we have developed the SaTH Improvement Method, a structured approach to change that provides practical tools and techniques to help you understand what success looks like with clear aims, enables you to measure progress and plan meaningful improvements.

You won't be doing this alone. Whether you're new to improvement or already leading change, the Improvement Hub is here to guide you with expert advice, hands-on support, and a wide range of training opportunities to help you grow and thrive throughout your time at SaTH whilst making improvements in your area of work. Join us in shaping a culture of continuous improvement, where every colleague is supported to make a difference.

## Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is an Equal Opportunities Employer, fully committed to fostering an inclusive workplace where all staff feel valued and able to thrive. We believe that a diverse workforce, reflective of our community, is essential for delivering the best patient care.

We will not discriminate against any job applicant or colleague based on any protected characteristic, including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, ethnic or national origin), religion or belief, sex, or sexual orientation. Selection for appointment, training, development, and promotion will be based purely on merit and the individual's ability to meet the role requirements.

As a post-holder, you have a personal responsibility to uphold the Trust's commitment to equality by treating all colleagues and patients with respect and dignity. You must actively support measures introduced to ensure equality of opportunity and will not discriminate, harass, or bully others, or condone such behaviour.

