



JOB DESCRIPTION

TITLE: Dietitian
DEPARTMENT: Nutrition Education
REPORTS TO: Director of Nutrition Education
FLSA: Non-Exempt

SUMMARY OF JOB:

Conducts a nutrition assessment and develop/implements an individualized plan for nutrition intervention for patients at nutritional risk. Primary responsibility is the in- patient population, with some opportunity for outpatient care as well. Serves as a resource to medical staff and allied health personnel on nutrition issues. Responsible for nutritional and diabetes education for inpatients. Participates in outpatient nutrition and diabetes education as needed.

RESPONSIBILITIES:

Colorado West Healthcare System expects job performance to be consistent with its mission and believes that each Employee contributes to improve performance by continuously searching for ways to increase efficiencies and enhance fiscal performance and viability.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(The following statements are illustrative of the essential functions of the job and do not include other non-essential or marginal duties that may be required. Community Hospital reserves the right to modify or change the duties or essential functions of this job at any time. All responsibilities may not be performed by all incumbents.)

1. The Clinical Dietitian will provide patient care by:
 - a. Conducts a nutrition assessment for patients at nutritional risk. Obtains timely and appropriate data and analyzes/interprets data based on evidence-based standards. Includes safety related items such as assessment of need for texture modifications and patients ability to feed themselves.
 - b. Performs nutrition diagnosis after identifying the problem and clarifying the cause of the problem.
 - c. Develops and implements an individualized plan for nutrition intervention in accordance with the patient's medical program goals and objectives, nutrition prescription, and self-management training. May require development of a therapeutic plan for specialized nutrition support, including enteral and parenteral nutrition.
 - d. Utilizes assessment and evaluation techniques that consider the varied needs of age-specific populations as well as cultural, religious, and ethnic concerns.
 - e. Evaluates the effectiveness and measures progress towards outcomes of medical nutrition therapy interventions. Reassesses nutrition care process and implements changes as indicated.
 - f. Communicates with the medical team through interdisciplinary meetings, rounds, and medical conferences.
 - g. Documents in electronic medical record the nutrition care plan, including nutrition assessment, any relevant food safety issues, diagnosis, plan, implementation, and progress toward goals.
 - h. Works cooperatively with food service department to assure conformance to diet prescriptions.

2. Provides nutrition education to patients, medical staff and allied health personnel by:
 - a. Assesses educational needs and provides nutrition counseling for individuals and groups.
 - b. Evaluates achievement of learning objectives by the patient and/or family. Provides appropriate follow-up in accordance with the patient's treatment goals, referring patients for outpatient counseling, community, or home health services as appropriate.
 - c. Assists in developing and revising patient education materials, clinical forms, and protocols.
 - d. Serves as a resource to medical staff and allied health personnel on nutrition issues.
 - e. Assists in the education of dietetic students and interns. Plans learning experiences, teaches, and evaluates performance.
 - f. Participates in community projects and education as needed/assigned.
 - g. Conducts in-services and educational presentations to hospital/department staff.
3. Manages resources in a cost-effective manner.
 - a. Is fiscally responsible and willing to low census when appropriate.
4. Other duties as assigned

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

Must be a Registered Dietitian by the Commission on Dietetic Registration of the Academy of Nutrition and Dietetics. Completion of a didactic program in dietetics and supervised practice program approved by the Commission on Accreditation for Dietetics. 2 years of inpatient clinical nutrition experience preferred. Maintains appropriate continuing education annually, in order to meet the requirements as an educator for the outpatient American Diabetes Association Recognized Program. Certified Diabetes Educator is recommended. Certification as a Certified Nutrition Support Clinician is also encouraged.

OR

equivalent combination of education and experience.

SPECIAL SKILLS:

10-key (by touch)

CERTIFICATES/LICENSES:

Current BCLS

LANGUAGE SKILLS:

Must be able to speak, read and write English. Ability to read and interpret documents such as physician orders, medical charts, safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to effectively present information in one-on-one and small group situations to supervisors, patients, patient's family and other employees of organization. Able to work in a team-oriented environment.

MATHEMATICAL SKILLS:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common

fractions, and decimals. Ability to compute rate, ratio, and percent.

REASONING ABILITY:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

INTERPERSONAL SKILLS:

Demonstrates exceptional customer service skills using the “Whatever It Takes” philosophy; builds relationships and proactively respects others. Requires adaptability with regular interpersonal contact.

DECISION MAKING ABILITY:

Work limited by standards and procedures. Adapts to recurring operational situations using formal and informal channels. Unusual situations are reviewed with a manager.

ANALYTICAL ABILITY:

Apply basic business or technical principles to routine and moderately complex problems. Concentrates and pays close attention to detail.

COMPUTER SKILLS:

To perform this job successfully, an individual should be computer-literate and have working knowledge of Microsoft Office applications.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; have manual dexterity; handle or feel; talk and hear. The employee is occasionally required to stand; walk; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, risk of electrical shock, exposure to infectious diseases, and transmission of airborne disease. The noise level in the work environment is usually moderate.

GENERAL COMPLIANCE REQUIREMENTS FOR ALL EMPLOYEES:

Attends annual compliance and privacy training.

Responsible for complying with all federal, state and local rules and regulations.

Must comply with the Code of Conduct Guide.

Reports any observation of fraud, waste, abuse, and/or privacy violations to HR or CCO.

Reports any conflict of interest or relationship immediately.

HIPAA:

Ensures and adheres to strict confidentiality when handling patient information, according to the HIPAA Privacy Act and hospital policy and procedure regarding confidentiality. Complies with all hospital information security practices.

Has knowledge of and adheres to all compliance regulations, policies and procedures.

RESTRICTED ACCESS: A workforce member with restricted access will have limited access to protected health information as described in the job description only as needed to perform job duties. A workforce member in this category may not access a patient’s entire record, except when the access is specifically identified as the amount that is reasonably necessary to perform the staff person’s job duties.

UNRESTRICTED ACCESS – A workforce member with unrestricted access will have full access to protected health information, including a patient’s entire record, for accomplishing intended purposes.

NO ACCESS - a workforce member whose job duties do not require any access to protected health information will be prohibited access. However, a staff person with no access may, in the performance of his or her duties, be exposed to incidental use and disclosure.

Final Section I understand that my employment is for an indefinite period of time and that his facility can change wages, benefits, and conditions of employment at any time.

Employee Name & Signature

Date

Supervisor Name & Signature

Date