

SERIES CONCEPT AND RESPONSIBILITIES

The DIETITIAN applies the principles, theories and practices of dietetics, which encompasses the fields of food science and nutrition. This work includes providing comprehensive clinical or administrative food and nutrition services, developing food and nutrition programs and contributing to the development of nutrition plans or polices for individuals, groups or specific populations.

Employees may use discretion and creativity within the limits of the established procedures and practices provided that the methods and results meet standards as established by the Commission on Dietetic Registration, the Academy of Nutrition and Dietetics, the Oregon Board of Licensed Dietitians, and other applicable laws, rules, policies and procedures and management direction.

Employees develop, administer, evaluate or consult regarding food and nutrition policy, including quality standards or performance improvement in food service or nutrition programs. Conduct or participate in internal research to demonstrate food or nutrition related outcomes. Consult, educate or advocate on behalf of individuals, groups or identified populations regarding food, nutrition or disease prevention or management, or food security and insecurity. Manage nutrition care, collaborate with other health or nutrition professionals or refer to appropriate resources or programs. Provide final approval for patient, resident, client or inmate menus.

The Dietitian provides nutrition care through assessment, diagnosis and development of priorities, goals or objectives, and they establish, implement and provide oversight and ongoing revision to interventions based on the client's response to nutrition care. Evaluate, educate and counsel related to nutrition, disease, food-drug interactions and nutrition related supplements. Recommend, perform and interpret test results as related to nutrition status. Order diets in the electronic medical record. Serve on interdisciplinary health care teams. Maintain records and prepare reports. Work with and evaluate dietetic interns.

Certify all statewide menus, including therapeutic and religious diets. Provide direction and/or consultation to food service operations in the areas of food safety, sanitation, menus, nutrition and financial and/or emergency management. Assist with food specifications in the procurement process. Participate in program monitoring and evaluation through regular statewide food service operation audits.

Some Dietitians may work in secure facilities where they follow policies and procedures to ensure the safety of themselves and others.

DISTINGUISHING FEATURES

This is a two-level, professional classification series.

Level 1

The DIETITIAN 1 is the first level of this professional, two-level series and describes the fully functional dietitian. Employees at this level have readily available professional leadership or managerial supervision. Clear and diversified procedures, precedents, and professional standards govern judgment used to select the most appropriate solutions. They must anticipate and analyze the impact and consequences of decisions made.

Situations differ and require research to find available answers. Conditions and elements of issues must be identified and analyzed to figure out interrelationships. Employees have independence to decide their own priorities. They may deviate from established procedures and practices provided the methods and results meet standards as established by professional organizations and regulatory commissions and boards, rules, statutes, policies, procedures, and management.

The Dietitian 1 is distinguished from the higher level by its limited scope or breadth of assignments and the impact of their contribution to the overall organization. Positions at this level do not have ongoing responsibility for recommending program policies. The Dietitian 1 makes decisions within well-defined

parameters and provides consultation resulting in the direct impact to a section of a program, unit or identified outcome.

Level 2

The DIETITIAN 2 is the second level of this professional, two-level series and describes the advanced professional level or staff authority. Decisions are guided by objectives and by drawing upon principles of the profession and past experience related to the specifics of the job. Employees at this level possess a unique level of knowledge and expertise in the field, which is needed by the agency to support its overall mission.

The Dietitian 2 acts as a mentor to team members. Management and peers routinely rely on their expertise and consultation when deciding broad, critical program and policy direction. Employees may develop procedures, programs, reference manuals and complete monitoring and evaluations such as meal evaluations and food service audits.

The Dietitian 2 is distinguished from the lower level by a greater level of expertise and authority and by the requirement to apply general policies and guidelines. It is further distinguished by work that impacts various assigned patient groups, geographic locations or levels within the agency. An employee at this level may be designated to represent the department in the absence of the manager and may be required to evaluate the appropriateness of diets ordered by other dietitians.

For employees assigned to Oregon Department of Corrections, responsibilities include program design and management of nutrition, menu development and overall dietary initiatives. Additional duties include program monitoring and evaluation through food service safety and sanitation audits, training, consultation, technical assistance and food procurement, including budget tracking and reporting.

The responsibilities within the Concept and Distinguishing Features are characteristic of the type and level of work associated with these classes. Individual positions may do all or some combination of the responsibilities listed as well as other related responsibilities.

MINIMUM QUALIFICATIONS AND SKILLS

NOTE: Some positions may require additional related certification or licensure. These will be identified by the hiring agency at the time of recruitment based on the specific needs of the position being filled.

The Registered Dietitian/Registered Dietitian Nutritionist designation is a nationally legally protected title and is a professional credential granted to an individual who meets the qualifications established by ACEND and CDR.

Dietitian 1

A Bachelor's degree which included coursework that satisfied acceptance criteria for Dietetic internship **AND** completion of required dietetics coursework and supervised practice through a Didactic Program in Dietetics and Dietetic Internship or a Coordinated Program in Dietetics accredited by the Accreditation Council for Education and Nutrition in Dietetics (ACEND); **AND**

Active status as a Registered Dietitian with the Commission on Dietetic Registration (CDR); **OR**

Obtain active status as a Registered Dietitian with the Commission on Dietetic Registration (CDR) within six months of hire date.

Knowledge and Skills:

Knowledge of the principles and practices of dietetics and nutrition.

Knowledge of nutrition and dietetics as applied to health care and disease.

Knowledge of nutritional reference sources.
Knowledge of human anatomy and physiology as related to nutrition.
Knowledge of the effects of medications and other treatment modalities on diet, ability to eat and nutritional status.
Knowledge of Joint Commission on Accreditation of Healthcare Organizations (JCAHO) and institution standards of patient care.
Knowledge of medical terminology.
Knowledge of food service systems.
Skill in reviewing nutritional information.
Skill in determining nutrition related needs of clients.
Skill in explaining rules, regulations, laws, policies and standards.
Skill in analyzing information and providing clear oral or written reports regarding findings.
Skill in communication with lay people and health professionals.
Skill in gathering, preparing and presenting training information.
Skill in interviewing patients or clients.
Skill in communicating effectively orally and in writing with a variety of people answering questions and explaining information and decisions.
Skill in general office software (Word, email) and computer navigation.
Skill in working effectively in a team environment with a variety of professional and paraprofessional staff.
Skill in analyzing and applying rules, regulations, laws, policies and standards to various levels within an organization.
Skill in communication with clients or inmates, co-workers, stakeholders and health professionals.
Skill in determining nutrition related needs of clients and how to respond to those needs.
Skill in presenting training information and materials.
Skill in problem diagnosis and evaluation.
Skill in facilitation or other group processes to achieve common goals and objectives.
Skill in promoting nutrition concepts.
Skill in independently managing a patient caseload.
Skill in the use of computerized nutrient software for individual patient care.
Skill in communicating verbally or in writing as appropriate for the needs of the audience (e.g., translate highly technical information for the literacy/ comprehension level of the client or group).
Skill in the care of patients with substance abuse problems and/or mental illness

Dietitian 2

A Bachelor's degree which included coursework that satisfied acceptance criteria for Dietetic internship **AND** completion of required dietetics coursework and supervised practice through a Didactic Program in Dietetics and Dietetic Internship or a Coordinated Program in Dietetics accredited by the Accreditation Council for Education and Nutrition in Dietetics (ACEND); **AND**

Active status as a Registered Dietitian by the Commission on Dietetic Registration (CDR); **AND**

Three years of work experience as a Registered Dietitian.

Knowledge and Skills (in addition to those listed in level 1):

Skill in interpreting and applying rules, regulations, laws, policies, and standards to various levels within an organization.
Skill in identifying complex problems and reviewing related information to develop and evaluate options, develop goals and objectives, and implement solutions.
Skill in evaluating effectiveness of interventions, policies, procedures, protocols, or programs.
Skill in explaining nutrition information and how it can be used.
Skill in menu development.
Skill in reviewing food specifications to meet menu requirements.
Skill in the use of computerized menu analysis software.

Certify and approve menus for inmates, patients, or clients.

Skill in developing procedures, programs, reference materials, and monitoring and evaluation.

NOTE: The KNOWLEDGE and SKILLS (KS) are required for initial consideration. Some duties performed by positions in this class may require different KS. No attempt is made to describe every KS required for **all** positions in these classes. Additional KS requirements will be explained on the recruiting announcement.

Adopted: