



Job Description

IDENTIFICATION

<i>Position Number</i>	<i>Position Title</i>	
U-06-39	Community Dietitian	
<i>Department</i>	<i>Position Reports To</i>	<i>Site</i>
Home Care Enhancement	Home Care Supervisor	Náydı Kúé

PURPOSE OF THE POSITION

The community dietitian provides clinical expertise and acts as a resource to clients, families, schools and health care providers regarding diabetes management, obesity, hypertension, high cholesterol and other illnesses requiring nutritional intervention. The incumbent, in collaboration with the client, physician, Diabetes Nurse Educator and other members of the multi-disciplinary care team, will develop a learner-centered education program and plan of care.

SCOPE

This position is located at the Hay River Health and Social Services Authority (HRHSSA). The HRHSSA is an accredited, integrated health authority that provides the following services; 19 acute inpatient beds, emergency services and ambulatory care services including, dialysis and endoscopy; 10 Extended Long Term care beds; Woodland Manor a 15 bed long term care centre; Supportive Living Campus, a Territorial campus providing 10 permanent residences and 2 respite with a skills development centre; Diagnostic imaging, Ultrasound and Mammography; Laboratory services; Medical and Specialty Clinic services; Community Counselling services; Social Services providing Child & Family Services; Community Health and Home Care Services; Rehabilitation services and a full range of support services.

Located in the Hay River Community Health Services Office, this position is accountable to the **Community Health Supervisor**. Services are provided to clients in Hay River, the Hay River Dene Reserve and Enterprise. The incumbent also provides services to clients of other health boards who are temporarily located to Hay River. Referrals are received from various sources (physicians, acute care units, other health and service agencies, and from the general public).

The community dietitian is responsible for the design, implementation, facilitation and evaluation of the Diabetes Education Programs, along with other health and nutrition related programs, to meet the individual and group learning needs. The incumbent will provide counseling to clients and their

families and develop and present Diabetes, health and nutrition related education sessions to schools, other agencies and departments and the community. The community dietitian works within the established standards of their provincial regulatory body and standards of the Canadian Diabetes Association.

The community dietitian is currently a full time position, and provides services to approximately 500 clients and their families annually. The community dietitian will provide leadership to healthcare providers and peoples of Hay River and surrounding area regarding health promotion, prevention, early detection and active management of Diabetes and other nutrition related issues. The incumbent will develop, implement, facilitate and evaluate educational plans based on individual and group learning needs. A key component of this process is to empower the client and their family to make healthy lifestyle choices which will result in improved management diabetes or other nutrition related problems.

The community dietitian must have knowledge of resources and services available within the community to allow appropriate referrals be made on behalf of clients.

RESPONSIBILITIES

1. Provides clinical expertise and acts as a resource to clients and health care providers regarding Nutrition management.

Main Activities:

- Works as part of the multi-disciplinary team to achieve client outcomes.
- Counsels clients and family members regarding nutritional recommendations according to health concern and diabetes management, prevention and complications when appropriate.
- Is a member of the diabetic nephropathy prevention clinic (DNPC) along with the diabetes nurse educator and dialysis nurse. The incumbent counsels clients and family members regarding diabetes management and other appropriate nutritional issues for prevention of further nephropathy.
- Counsels clients and family members in the renal insufficiency clinic (RIC) and on the dialysis regarding nutrition management on a consult basis only.
- Counsel's clients referred from acute/extended care, Woodland Manor, and Supportive Living on a consult basis only.
- Provides direction, information and technical guidance to professional and nonprofessional individuals through consultation, in-services, and workshops.
- Maintains a resource library of education reference material for clients, family members, support persons and health care providers.
- Researches, develops and evaluates on an ongoing basis, education resources necessary to support individual clients, communities and health care providers.

2. In collaboration with the client, physician, Diabetes Nurse Educator and other members of the care team, develops a learner-centered education program and plan of care.

Main Activities:

- Assesses the physical, psycho-social, cultural and learning needs of the client with pre-diabetes, Type 1, 2 or gestational diabetes.
- Assesses the physical, psycho-social, cultural and learning needs of with clients in the DNPC program.

- Assess the physical, psycho-social, cultural and learning needs of clients with nutrition related problems.
- Along with the Diabetes Nurse Educator, responsible for ordering follow-up blood work for those clients actively followed in the diabetes program.
- Order fasting lipids and diabetes screening tests when necessary for non-diabetic clients.
- Sets priorities and establishes goals of care that address the health needs and preferences of the client and family, and consider the home setting and cultural context.
- Client input is emphasized.
- Provides ongoing evaluation of client status and makes adjustments to plan of care as needed.
- In collaboration with the client, develops a nutritional/dietary plan based on individual and cultural preferences.

3. Designs, implements, facilitates and evaluates the Nutrition Education and Diabetes Education Programs to meet the individual and group learning needs.

Main Activities:

- Formulates and implements a management plan for diabetes or other nutrition related issue, by collaborating with clients and their families/support persons and members of the multi-disciplinary team, based on identified individual needs.
- Formulates, implements and facilitates educational plans that consider individual and group learning needs for both clients and their families/support persons.
- Uses a holistic approach to nutrition education and self care and management by working collaboratively with clients, their families/support persons, and other members of the multi-disciplinary care team.
- Implements and facilitates individual and group learning opportunities for clients with diabetes and other nutrition problems, and their families/support persons re: disease processes, lifestyle choices, coping strategies, self care and treatment, and other related issues by relevant and appropriate teaching methods.
- Develops and provides to clients and their families/support persons educational materials which are culturally appropriate and considers their learning needs.
- Develops, evaluates and revises programs and educational materials and insures information is current and evidence-based.
- Ensures all new clients sign a Release of Information/Consent form upon admission to the Dietitian Program.
- Reviews client load regularly and those no longer needing the service, not seen in over a year, refusing to be followed in the dietitian program, or who cannot be contacted for follow-up appointment are discharged from the dietitian program. A letter is sent to those clients advising them of the reason for discharge and offering them to book an appointment in the future if they choose. A discharge summary is sent to the medical clinic.

4. Collaborates as a member of the multi-disciplinary team in order that services are neither duplicated or missed and so that information can be shared for the benefit of the client and family.

Main Activities:

- Makes frequent decisions about the most appropriate, effective and efficient mode of communication among inter-disciplinary team members.

- Initiates and participates in case conferences to share pertinent information concerning client concerns or progress.
- Attends multi-disciplinary Grande Rounds.
- Enables clients and families to have an understanding of how care givers work together with them to reach goals set.
- Educates team members as to the services and roles of the various care givers involved in the care of the client.

5. Incumbent contributes to own professional development, the development of the Diabetes Program, and the development of further Nutrition Education, so that the highest standards are reached and that the programs continue to offer information that is current and evidence-based and services that are effective and timely.

Main Activities:

- Furthers own education and development
- Prepares and presents information at in-service programs to other health care professionals, community groups and the public.
- Assists with gathering, recording and evaluating statistical data relevant to program operation.
- Accesses additional resources, materials and funds through proposal writing.
- Participates in quality assurance activities.
- Maintains membership or liaison with the appropriate professional organizations and follows practice and standards of the Canadian Diabetes Association.
- Assists in the development of procedures and policies specific to the Diabetes Program and the Dietitian Program.
- Reviews and priorities all dietitian program referrals, thereby ensuring urgent referrals are seen sooner.

POSITION ROLE IN CLIENT & STAFF SAFETY:

The HRHSSA is committed to creating a culture of safety throughout the organization. A culture of safety is necessary to provide optimal care to our clients, and a healthy workplace for staff. An organization with a culture of safety is characterized by several elements:

- Client-centered care;
- Healthy workplace;
- Open communication; and a
- Blame-free and accountable environment.

All staff throughout the organization shares the responsibility for client and staff safety by:

- Demonstrating a commitment to safety;
- Complying with safety policies, procedures and best practices;
- Identifying and reporting safety issues; and
- Participating in safety initiatives.

Criminal Record Check

Employment with the Hay River Health & Social Services Authority is contingent on providing a satisfactory criminal record check including the vulnerable sector check to the Human Resources Office prior to the official start date of a position.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of current established standards of dietetic practice and knowledge of the standards of the Canadian Diabetes Association and the CMAJA 2008 Clinical Practice Guidelines for the Clinical Management of Diabetes in Canada.
- Should have a good understand of diabetes nephropathy and be able to appropriate nutrition therapy to decrease further diabetes complications.
- Should have a good understanding of diabetes blood work, reference ranges and what blood work is required for specific diabetes medications and complications.
- Should have a basic understanding of nutrition support and be able to maintain basic tube feeds.
- Should have a basic understanding of renal nutrition and be able to provide appropriate nutrition therapy to clients and family.
- Ability to develop and deliver educational programs based on the needs of the client and their support system and adapt teaching materials to meet the individual learning abilities of both.
- Knowledge of the community and its resources and ability to work within a multi-disciplinary setting. This will enable the incumbent to make the most effective use of all resources needed by the client.
- Knowledge and understanding of the culture and dietary habits of the Dene, Inuit and other ethnic groups of the Western Arctic.
- Working knowledge computer programs and the internet is needed.
- Active registration with the appropriate professional governing body.
- The ability to be self-directed and to organize work with minimal supervision.
- Excellent interpersonal and communication skills, oral and written.
- Must possess a current Class 5 driver's license in order to provide home visits when necessary.
- Must be willing to work toward being a Certified Diabetes Educator.
- Must be able to acquire within a reasonable time frame and remain current with the Non-Violent Crisis Intervention certification.

For a dietitian: these skills, abilities and knowledge are commonly acquired through- a Baccalaureate degree in Science, with a major in human nutrition and completion of an accredited dietetic internship. Minimum of three years registered dietitian in an ambulatory care setting with demonstrated knowledge, skills and ability in the area or community dietetics, including experience in diabetes education with adults and children an asset.

WORKING CONDITIONS

Physical Demand

Demand	Frequency	Duration	Intensity
Standing for prolonged periods of time during provision of care and treatment	Daily	30 minutes to 1 hour	moderate
Prolonged sitting at desk, computer and keyboard	Daily	varies	moderate to high
Temperature extremes in work environment	Daily	varies	low to moderate

Environmental Conditions

Demand	Frequency	Duration	Intensity
Exposure to hazardous substances	Daily	Minutes	Moderate
Exposure to communicable diseases	Daily	Variable	Moderate
Exposure to needle stick injuries	Daily	Variable	Moderate
Travel in adverse weather conditions to make home visits, do presentations and workshops	Varies	1 to 2 hours	Moderate
Exposure to allergens (ie., dog/cat hair, dust, smoke)	Varies	Variable	Moderate

Sensory Demands

Demands	Frequency	Durations	Intensity
Focused assessment and observation activities when evaluating clients and developing care plans.	Daily	3 to 4 hours	Moderate to High
Language barriers and physical and cognitive impairments in clients.	Daily	Varies	Moderate to Low
Demands	Frequency	Durations	Intensity
Operating various pieces of mechanical equipment: audiovisual aids and providing technical troubleshooting	Daily	Varies	Moderate
Tabulating, auditing, inspecting and proofreading data and entering data into the computer.	Daily	3 to 4 hours	Moderate to High

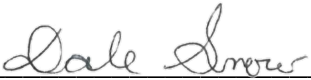
Mental Demands

Demands	Frequency	Durations	Intensity
Providing care to clients who may be angry, potentially abusive and volatile.	Daily	Varies	Moderate
Incumbent is required to be motivated and innovative in the area of providing continuing client and family education	Daily	Varies	Moderate
Exposure to clients with complex needs	Daily	Varies	Moderate
Fluctuating workload depending on unpredictability of clients clinical situations.	Daily	Varies	Low to Moderate

Concentrated attention to detail for prolonged periods of time when data entering information into computer, preparing reports and updating files	Daily	Varies	Moderate
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CERTIFICATION

Position Number:

Employee Signature	Supervisor Title
Printed Name	Supervisor Signature
Date	Date
I certify that I have read and understand the responsibilities assigned to this position.	I certify that this job description is an accurate description of the responsibilities assigned to the position.
	20 January 2022
Director/Chief Executive Officer Signature	Date
I approve the delegation of the responsibilities outlined herein within the context of the attached organizational structure.	

“The above statements are intended to describe the general nature and level of work being performed by the incumbents of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position”.

March 15, 2011 Editorial changes
April 2011 reports to
Sept.2011 Scope update
December 2021- Training Update
Reporting to- January 2022