



Job Description Form

HSS Registered

Senior Dietitian

Health Salaried Officers Agreement; P2

Position Number: 00006246

Nutrition and Dietetics Department

King Edward Memorial Hospital

Women and Newborn Health Service

Reporting Relationships

Director Allied Health
 Award Level:P5
 Position Number:0006150



Head of Department
 Award Level:P3
 Position Number:0006844



This Position



← Also reporting to this supervisor:

- P2 Senior Dietitian
- P1 Dietitian
- G2 Secretary

Directly reporting to this position:

Title	Classification	FTE

Other positions under control

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Prime Function / Key Responsibilities

As part of a multidisciplinary team plans, implements, coordinates and evaluates Dietetic services to patients using advanced practice skills. Potential to supervise Dietetic staff, coordinate duties and manage performance. Acts as a Dietetic consultant and resource to Dietitians and other health professionals. Facilitates and promotes patient safety and quality of care. Practices as a Senior Dietitian and ensures practice is in accordance with the Dietitians Association of Australia *National Competency Standards for Entry Level Dietitians* and NMHS policies and guidelines.

Brief Summary of Duties (in order of importance)

1. Clinical

- 1.1 Plans, implements and coordinates evidence based Dietetic services to patients/groups including assessment, intervention and evaluation.
- 1.2 Provides Dietetic assessment, intervention and evaluation to individuals at an advanced practice level.
- 1.3 Actively prioritises and coordinates own caseload including participating in clinical review meetings and case conferences as appropriate.
- 1.4 Supports and liaises with patients, carers, colleagues, medical, nursing, allied health, support staff (including Catering), external agencies and the private sector to provide coordinated multidisciplinary care.
- 1.5 Completes clinical documentation and undertakes administrative tasks as required.
- 1.6 Educates patients/carers in post discharge management and organises discharge summaries/referrals to other services, as appropriate.
- 1.7 Participates in departmental and other meetings as required to meet organisational and service objectives.
- 1.8 Participates in ongoing evaluation of clinical practice.
- 1.9 Maintains accurate statistical records.

2. Education/Training/Research/Quality Improvement

- 2.1 Engages in continuing professional development/education and ensures continuous eligibility for membership in the Dietitians Association of Australia as an Accredited Practising Dietitian (APD) as per essential criterion 1.
- 2.2 Participates in supervision, professional development and clinical consultation activities with Head of Department.
- 2.3 Assists with supervision and development of students and others as directed.
- 2.4 Develops and participates in evidence based clinical research and/or quality improvement activities where applicable.

3. NMHS Governance, Safety and Quality Requirements

- 3.1 Participates in the maintenance of a safe work environment.
- 3.2 Participates in an annual performance development review.
- 3.3 Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 3.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 3.5 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 3.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

Work Related Requirements

Essential Selection Criteria

1. Tertiary qualification in Dietetics and eligible for full membership of the Dietitians Association of Australia as an Accredited Practising Dietitian (APD).
2. Demonstrated extensive relevant Dietetic experience.
3. Demonstrated ability to appropriately apply evidence based principles and Dietetic knowledge at an advanced practice level to patient management.
4. Demonstrated ability to supervise and support Dietetic staff and students.
5. Demonstrated ability in applying time management and organisational skills.
6. Demonstrated high level interpersonal, written and verbal communication skills.
7. Demonstrated ability to work effectively in a multidisciplinary team setting.

Desirable Selection Criteria

1. Clinical experience in Nutrition and Dietetics in women's health, maternal diabetes and obesity.
2. Knowledge of quality improvement principles.
3. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- Evidence of eligibility for or current full membership of the Dietitians Association of Australia (DAA) and Accredited Practising Dietitian (APD) status must be provided prior to commencement.
- Working with Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Manager/Supervisor

Name: Pushparani Sivakumar
Signature/HE:35000
Date:24/05/2018

Dept./Division Head

Name:
Signature/HE:
Date:

Position Occupant

Name:
Signature/HE:
Date: