

## POSITION DESCRIPTION

March 2024

This Position Description is a guide and will vary from time to time and between services and/or units to meet changing service needs

Health New Zealand, Te Whatu Ora is committed to the principles of the Treaty of Waitangi and the overarching objectives of the New Zealand health and disability strategies.

### **Organisational Vision**

Our vision is to improve the health and well being of the people living in Canterbury.

### **Organisational Values**

- Care & respect for others
- Integrity in all we do
- Responsibility for outcomes

### **POSITION TITLE:**

1.0 FTE Dietitian

### **REPORTS TO (Title):**

Clinical Manager, Nutrition and Dietetics,  
Christchurch Health Campus

### **REPORTS ON A DAILY BASIS TO:**

Clinical Manager, Nutrition and Dietetics,  
Christchurch Health Campus

### **PRINCIPAL OBJECTIVES**

To provide clinical dietetic inpatient and outpatient services to designated clinical areas, Christchurch Hospital.

### **FUNCTIONAL RELATIONSHIPS:**

(Who are the customer/consumers/patients)

#### **INTERNALLY:**

1	Liase with Dietetic colleagues, reception
2	Liase with Medical, Nursing, and Allied Health staff
3	Liase with WellFood Staff
4	Outpatients / Inpatients

#### **EXTERNALLY**

1	Liase with referrers and external patient support agencies
2	Liase with Dietitian colleagues in other Health NZ sites

**KEY PERFORMANCE OBJECTIVES:**

Task	Provide nutrition support and treatment needs of patients based on best practice/evidence based guidelines
Expected Result	Comply with Nutrition Care Process Standards and Terminology: Nutrition & Dietetics
Task	Document patient care interventions
Expected Result	Comply with standards for writing into case notes/cortex
Expected Result	Audit patient activity/volumes as per quality plan
Task	Meet patient satisfaction requirements
Expected Result	Participate in patient satisfaction surveys
Task	Maintain and develop clinical competence and skills
Expected Result	Attendance and participation at Continuing Education programmes, Performance Review appraisals, Annual Practising Certificate
Task	Prioritise and successfully plan workload
Expected Result	Completion of workload in a timely manner
Task	Demonstrate awareness of total quality improvement and maintain quality assurance standards
Expected Results	Initiates and participates in continuous improvement and development of service areas and Nutrition & Dietetics

**HEALTH & SAFETY:**

- Observe all Canterbury DHB safe work procedures and instructions
- Ensure your own safety and that of others
- Report any hazards or potential hazard immediately
- Use all protective equipment and wear protective clothing provided
- Make unsafe work situations safe or, if they cannot, inform your supervisor or manager
- Co-operate with the monitoring of workplace hazards and employees health
- Ensure that all accidents or incidents are promptly reported to your manager
- Report early any pain or discomfort
- Take an active role in the Canterbury DHB's rehabilitation plan, to ensure an early and durable return to work
- Seek advice from your clinical manager if you are unsure of any work practice

**QUALITY:**

Every staff member within Health New Zealand is responsible for ensuring a quality service is provided in his or her area of expertise. All staff are to be involved in quality activities and should identify areas of improvement. All staff are to be familiar with and apply the appropriate organisational and divisional policies and procedures.

## **QUALIFICATIONS & EXPERIENCE:**

Essential

- NZ Registered Dietitian with an APC (can be pending)

Desirable

- Member of professional organisation, DNZ

## **PERSONAL ATTRIBUTES:**

### **MANDATORY**

#### **Key Behaviours:**

1. Ability to develop rapport with a wide range of people
2. Knowledge of and ability to implement current dietetic practice
3. Able to monitor process and outcomes
4. Able to set priorities, be reliable, well organised and work within allocated time
5. Ability to “work together” in a truthful and helpful manner
6. Ability to “work smarter” by being innovative and proactive
7. Accepts responsibility for actions

### **DESIRABLE**

- Flexibility to work in a changing environment
- Co-operative with colleagues

### ***Clinical Responsibilities Include:***

#### **Inpatients – varied clinical specialty areas**

- Adult inpatients

#### **Outpatient Clinics**

- General outpatient clinic may be required

Delegated Duties:

Supervising Dietitian:

Refer to Letter of Offer and Employment Agreement re hours of work, on call and statutory holiday rostering.

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by staff in this job classification. Staff members may be requested to perform job related tasks other than those specified.