

 <b>NORTHERN</b> <b>HEALTH REGION</b>	<b><i>Job Description</i></b>			
	<b>Job Title:</b>	<b>Regional Registered Dietitian - Indigenous Focus</b>		
	<b>Department:</b>	Long Term Care		
	<b>Section:</b>	2 – Allied Health		
	<b>Employee Group:</b>	MAHCP	<b>WS#: (FAC)</b>	NA
	<b>Issue Date:</b>	January 20, 2023	<b>Last Edit Date:</b>	
<b>Approved by: Regional Manager, Allied Health</b>				
<b>Reviewed by: VP Human Resources &amp; Chief Human Resources Officer</b>				

<b>Summary:</b>	<p>Responsible for assisting in development and maintenance of culturally appropriate menu planning within all Long Term Care (LTC) facilities in the Northern Health Region (NHR). Strives to improve the quality of life of residents by being an active member of the interdisciplinary team and completing assessments and developing LTC nutrition care plans.</p> <p>The incumbent must fulfill the requirements of the Criminal Records/Vulnerable Person, Child Abuse Registry check and Adult Abuse Registry check, and adhere to all Northern Health Region (NHR) policies and procedures.</p>
<b>Reports to:</b>	Regional Manager, Allied Health
<b>Competencies / Requirements:</b>	
<b>Degrees, Certificates and Licenses:</b>	<ul style="list-style-type: none"> <li>• Baccalaureate Degree in Nutrition or Food Science</li> <li>• Completion of Dietitians of Canada Accredited Dietetic Internship Program</li> <li>• Eligible to practice and maintain licensure within the College of Dietitians of Manitoba</li> <li>• Eligible for membership with Dietitians of Canada</li> <li>• Food Handler Certification</li> <li>• Valid Manitoba Class V driver's license and access to a vehicle</li> </ul>
<b>Knowledge:</b>	<ul style="list-style-type: none"> <li>• Two (2) years' experience in directly related position preferred</li> <li>• Working knowledge of Windows based programs (Microsoft Word, Excel, Outlook) and Internet</li> <li>• Knowledge of acts or legislation that governs practice</li> <li>• Knowledge of all therapeutic diets for the purpose of menu planning and best practices for menu development</li> <li>• Knowledge of principles and methods for training design, teaching and instruction for individuals and groups and the measurement of training effects</li> <li>• Knowledge of best practices for Nutrition and Food Service in Long Term Care Homes</li> <li>• Knowledge and experience with enteral nutrition support and dysphagia management</li> <li>• Knowledge of the Eden Philosophy</li> <li>• Knowledge of delivering services and programs from a client-centered focus</li> <li>• Knowledge of the principals of statistics collection and research projects and the role they play in identifying best practice</li> </ul>
<b>Skills:</b>	<ul style="list-style-type: none"> <li>• Effective written and verbal communication skills</li> <li>• Ability to speak an Indigenous language is an asset, preferably Cree, Dene or Michif</li> <li>• Respects and promotes a culturally diverse population</li> </ul>

	<ul style="list-style-type: none"> <li>• Ability to work effectively in a multi-disciplinary team and independently</li> </ul>
<b>Duties:</b>	<ol style="list-style-type: none"> <li>1. Advocates on behalf of the Northern Health Region</li> <li>2. Contributes to a culture of safety and health in the workplace that is free from racism (Indigenous and all forms)</li> <li>3. Contributes to a culture of client safety that is free from racism (Indigenous and all forms)</li> <li>4. Develops and maintains Regional Menu</li> <li>5. Ensures delivery of clinical nutrition services for LTC clients</li> <li>6. Ensures effective communication within the department and the organization</li> <li>7. Ensures Continuous Quality Improvement</li> <li>8. Demonstrates professionalism within the Code of Conduct</li> <li>9. Demonstrates Leadership Qualities</li> <li>10. Ability to recognize and pursue self-development opportunities</li> <li>11. Assists with training of new staff as required</li> </ol>
<b>Working Conditions:</b>	<ul style="list-style-type: none"> <li>• Primary day shift, Monday to Friday</li> <li>• Weekend and evening work on occasion</li> <li>• Travel, including gravel and winter roads and, where applicable, by small plane, within the Region year round</li> <li>• Intense concentration</li> <li>• Frequent interruptions</li> </ul>
<b>Decision Making:</b>	<ul style="list-style-type: none"> <li>• Daily management of activities of department</li> <li>• Prioritization of workload</li> <li>• Responsible for problem solving in collaboration with other members of the healthcare team and/or patients/residents/clients/families/elders/major stakeholders</li> </ul>
<b>Key Working Relationships:</b>	<ul style="list-style-type: none"> <li>• Regional Manager, Allied Health</li> <li>• Support Services Management</li> <li>• Nurse Manger, Long Term Care</li> <li>• Facility Clinical Dietitians</li> <li>• Elders, families and their supports</li> <li>• Interdisciplinary team members: nurses, physicians, aides, social worker, occupational therapist, physiotherapists, speech language pathologists, pharmacists and indigenous services</li> <li>• Nutrition and Dietetic Council</li> </ul>
<b>Direct Reports:</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<p><b><i>It is understood that the duties and responsibilities contained in this job description are representative of those necessary to carry out the functions of the position, however they do not limit the incumbent from performing other related duties.</i></b></p>	



## JOB DUTY ACTIVITIES FOR

### NORTHERN REGIONAL REGISTERED DIETITIAN – INDIGENOUS FOCUS HEALTH REGION

Job Duties from Job Description	Performance Measures
1. Advocates on behalf of the Northern Health Region	1.1 Promotes the mission, vision, values, and goals of the NHR 1.2 Maintains confidentiality in accordance with the Personal Health Information Act (PHIA), Freedom of Information and Privacy Protection Act (FIPPA), NHR policies, and any other applicable legislation 1.3 Adheres to all NHR policies 1.4 Maintains acceptable state of health in accordance with the Attendance Support & Assistance Program (ASAP)
2. Contributes to a culture of safety and health in the workplace that is free from racism (Indigenous and all forms)	2.1 Takes care to protect own health and safety 2.2 Takes all precautions necessary to protect the safety and health of other employees 2.3 Uses appropriate protective clothing/equipment 2.4 Understands and follows legislation and workplace safety and health requirements 2.5 Reports incidents and unsafe acts and hazards 2.6 Cooperates with Workplace Safety and Health Committee and Employer on safety and health issues 2.7 Complies with the Respectful Workplace Policy 2.8 Embraces cultural safety in the workplace
3. Contributes to a culture of client safety that is free from racism (Indigenous and all forms)	3.1 Reports any client safety concerns to the appropriate department lead and/or management
4. Develops and maintains Regional Menu	4.1 Develops, implements and performs ongoing maintenance of LTC menus (including nourishments) 4.2 Maintains Food Service Menu software program 4.3 Develops recipes, costing and nutrition analysis 4.4 Maintains product list with nutrition information and allergy information 4.5 Communicates any menu changes with members of the Support Services Team 4.6 Reviews therapeutic diets with Support Services Team and staff to ensure current practices/standards are in accordance with accepted clinical practices and provincial standards 4.7 Provides education and counseling on therapeutic diets, texture modification, allergies/intolerances, dysphagia and meal time management guidelines to individuals and groups based on identified needs 4.8 Culturally sensitive and aware of patient and resident food preferences 4.9 Observes food service operations and provides recommendations for improvement based on identified needs 4.10 In conjunction with the Clinical Dietitian team and Support Service Managers, participates in the development, implementation and ongoing maintenance of regional policies and procedures for the Support Service areas

	<p>4.11 Participates in the annual goals and objectives of the Support Service Team</p> <p>4.12 Participates in continuous quality improvement and risk management programs as they relate to food services</p> <p>4.13 Acts as a liaison with the Support Service Team and the Clinical Dietitians</p> <p>4.14 Coordinates travel</p> <p>4.15 Travels as required locally, regionally and provincially</p> <p>4.16 Prepares and submits expense claims as per policy</p>
5. Ensures delivery of clinical nutrition services delivery for LTC clients	<p>5.1 Ensures nutritional services delivery is consistent with current, up-to-date national and provincial guidelines, protocols and best practice</p> <p>5.2 Assesses, develops, implements and evaluates nutrition care plans for LTC residents</p> <p>5.3 Educate elders, elder's family or appropriate care givers regarding diet therapy</p> <p>5.4 Document assessment, care plan, education and follow up in resident's medical record</p> <p>5.5 Be an active member of the interdisciplinary team</p> <p>5.6 In collaboration with the resident and interdisciplinary team regularly monitors, evaluates and adjusts the care plan based on effectiveness of interventions and/or changes in condition or environment</p> <p>5.7 Attend rounds, team care meetings and care conferences</p> <p>5.8 Make recommendations to other members of the health care team regarding nutrition care plan</p> <p>5.9 Responsible for provision of nutrition information to physicians, nursing staff, other allied health professionals, health care aides and dietary staff</p> <p>5.10 Develops and evaluates nutrition education resources, and ensures they are current</p> <p>5.11 Provide evidence-based education on dysphagia management, enhanced dining experience, diet textures, therapeutic diets, hydration and malnutrition</p> <p>5.12 Makes appropriate referrals to other health care professionals as needed</p> <p>5.13 Maintains workload measurement statistics to be sent to Manitoba Health</p>
6. Ensures effective communication within the department and the organization	<p>6.1 Communicates and consults with the Regional Manager, Allied Health</p> <p>6.2 Ensures communication and responses to inquiries are addressed in a timely and effective manner</p> <p>6.3 Communicates and works effectively with client, interprofessional team, and other stakeholders, using client-centered principles that address physical, cultural or other barriers to communication and manages professional relationships</p>
7. Ensures Continuous Quality Improvement	<p>7.1 Participates in Accreditation process and committee activities</p> <p>7.2 Performs in a manner that minimizes risk and exposure to personal and/or corporate liability</p> <p>7.3 Embraces the LEAN methodology</p>
8. Demonstrates professionalism within the Code of Conduct	<p>8.1 Demonstrates the ability to accept and adjust to change</p> <p>8.2 Assumes responsibility for own actions</p> <p>8.3 Exhibits initiative in the work environment</p>

	<p>8.4 Appears professionally as described in the NHR and department dress code policies</p> <p>8.5 Reports for work as scheduled in a prompt manner</p> <p>8.6 Demonstrates a commitment to their clients, public and profession</p> <p>8.7 Adheres to the Code of Ethics recognized by the provincial regulatory organization</p> <p>8.8 Practices within scope of professional and personal limitations and abilities</p>
9. Demonstrates leadership qualities	<p>9.1 Demonstrates leadership competencies as outlined in the NHR Leadership Competency Framework</p> <p>9.2 Leadership Competency Self-Assessment – Leading in Place</p>
10. Ability to recognize and pursue self-development opportunities	<p>10.1 Reviews and keeps up to date with policies and procedures of the NHR</p> <p>10.2 Completes Absorb mandatory courses as required</p> <p>10.3 Attends required staff training sessions, in-service programs, or seminars as required</p>
11. Assists with training of new employees as required	<p>11.1 Participates in orientation of new staff as necessary</p> <p>11.2 Provides guidance to learners as required</p>