

POSITION DESCRIPTION

Position Title:	Grade 1 Dietitian
Business Unit/Department:	Nutrition
Division:	Operations
Award/Agreement:	Victorian Public Health Sector (Medical Scientists, Pharmacists & Psychologists) Enterprise Agreement 2021 – 2025.
Classification:	AI2-AI7 Grade 1 year 2- Grade 1 year 7
Reports To:	Manager of Nutrition
Direct Reports:	N/A
Date Prepared/Updated:	12 July 2024

Position Purpose

The Grade 1 Dietitian will have a role in ensuring excellence in safe and effective patient care to inpatients and outpatients and may work across a range of areas and sites, as required.

Some involvement in quality improvement, teaching and research will also be required.

Business Unit Overview

The Operations Directorate is one of the largest and most complex directorates within Western Health providing Western Health's patient care and contacts. These services range from outpatients to inpatients, theatres to Intensive Care, birthing rooms and Emergency Departments and many more services.

Allied Health provides a range of evidence based, client centred, specialist services at Western Health, across the care continuum, from admission within the emergency department through to discharge in the community. These services work across the spectrum of life, from neonates to the elderly. The predominant focus of Allied Health is the return and optimisation of an individual's function, and wellbeing, from both physical and psycho-social perspectives. Activity is aligned with Western Health's Best Care Model and CARES values. Allied Health involvement is pivotal to efficient and effective multidisciplinary team functions, discharge planning and patient centred care. Western Health employs a range of Allied Health disciplines, each with unique specialist tertiary training and skills, including:

- Audiology
- Clinical Psychology and Neuropsychology
- Exercise Physiology
- Language Services
- Nutrition and Dietetics
- Occupational Therapy
- Pastoral Services
- Physiotherapy
- Podiatry
- Social Work
- Speech Pathology

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Key Responsibilities

- Demonstrate a commitment to the patient 'Charter of Healthcare Rights'
- Comply with the expected scope of the role and standards of performance in the role as described by the relevant professional bodies/industry standards
- Report any changes or limitations on practice if applicable
- Hold accountability for own actions and seek guidance and support from appropriate employees when limited by own skills and experience
- Comply with confidentiality obligations with regard to patients, consumers and colleagues
- Comply with all Western Health policies and procedures

Safe and Effective Patient Care

- Deliver high quality person centred interprofessional care in line with the "Best Care" framework
- Provide clinically appropriate assessment and treatment for all referred inpatients and outpatients
- Demonstrate the ability to prioritise workload
- Demonstrate personal organisational skills, such as efficient time and case-load management
- Participate in a coordinated team approach to client care
- Compliance with Western Health and department protocols / policies including prioritisation of patient care
- Demonstrate knowledge of Nutrition process and outcome measures.
- Demonstrate knowledge of resources relevant to area
- Demonstrate clinical reasoning and core clinical competencies, including use of relevant assessment tools, treatment methods, and case management skills
- Demonstrate organisational skills and efficient time management to appropriately evaluate, prioritise and complete workload
- Demonstrate flexibility/responsiveness within professional practice/duties/roles and assumes extra responsibility as required to meet organisational priorities
- Perform evidence based clinical services using a person centred approach in the development of an appropriate treatment plan
- Contribute to the evaluation of guidelines in immediate work area
- Able to identify a problem within a service and take it to a higher level for resolution
- Contribute to a culture that promotes effective teamwork, encourages cohesion and ensures staff feel valued and contributions are acknowledged
- Demonstrate open and effective communication (verbal, non verbal, written and electronic) with consumers, other staff and service providers
- Consult with senior staff when dealing with difficult situations
- Demonstrate knowledge of resources relevant to work area
- Actively participate in regular clinical supervision, demonstrating ongoing development of clinical skills and reflective practice as identified in supervision plan
- Participate in relevant committees, working groups and meetings as requested
- Have a clear understanding of the service and professional role within the service
- Attend and participate at relevant team/service meetings in relation to patient care.

Research and Learning

- Comply with Health Service Quality Management policies and procedures; participate in Quality Management activities for the Nutrition Service in consultation with senior staff
- Identify and implement quality improvement activities and accreditation processes, in conjunction with Senior Staff
- Participate in the evaluation and ongoing review of Nutrition department activities to ensure quality of service
- Participate in Nutrition related research
- Demonstrate an awareness of current research and evidence based practice, and apply the principles of evidence based practice in clinical area in consultation with senior staff
- Demonstrate the role of Nutrition to others

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- Demonstrate responsibility for own professional development.
- Participate in internal and external continuing education
- Access information as necessary to improve knowledge and skills
- Exchange knowledge with other professionals
- Participate in continuing education programs, as required
- Provide appropriate education to clients / carers and staff
- Participate in the development and implementation of educational programs
- As required, provide input to the student supervision program in the department.
- Ensure that workload statistics, and other required information is entered in a timely and accurate manner
- Perform other duties as directed
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In addition to the key responsibilities specific to your role, you are required to deliver on the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

Key Working Relationships

Internal:

- Manager of Nutrition
- Nurse unit managers
- Medical staff
- Senior dietitians
- Western Health dietitians
- Multi-disciplinary team members

External:

- Clients and their family/carers
- Key community organisations

Selection Criteria

Essential

- A Bachelor degree of Nutrition and Dietetics (or equivalent)
- Eligible for membership of Dietitians Association of Australia
- Eligible for DAA Accredited Practising Dietitian program
- Effective written and verbal communication skills
- The ability to work co-operatively in a multidisciplinary team environment
- Sound knowledge of nutrition principles
- Effective time management skills
- Competent level of patient assessment and treatment
- Demonstration of discharge planning skills
- Ability to appropriately prioritise workload consistent with service priorities

Desirable

- Computer literacy
- Experience in area relevant to the position

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Desirable Personal Attributes

- Self motivated
- Compassionate and empathetic approach
- Ability to influence others
- Open to new ideas
- Timely informed decision making
- People orientated
- Confidence in own ability
- Builds rapport
- Adaptable, flexible and persistent as required
- Takes direction
- Resilience
- Positive outlook

Additional Requirements

All employees are required to:

- Obtain a police / criminal history check prior to employment
- Obtain a working with children check prior to employment (if requested)
- Obtain an Immunisation Health Clearance prior to employment
- Report to management any criminal charges or convictions you receive during the course of your employment.
- Comply with relevant Western Health clinical and administrative policies and guidelines.
- Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures.
- Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health.
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health.
- Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, Work Health and Safety Act 2011, the Work Health and Safety Regulations 2011 (and 2012), the Victorian Occupational Health and Safety Act 2004, Fair Work Act 2009 (as amended), the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the sharing of health information.
- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines.

General Information

- Redeployment to other services within Western Health may be required.
- Employment terms and conditions are provided according to relevant award/agreement.
- Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace.
- This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs.
- Western Health is a smoke free environment.

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I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee's Name: _____

Employee's Signature: _____

Date: [Click here to enter a date.](#) _____